

# CITY OF COVINGTON DEPT. OF COMMUNITY SERVICES

## RIGHT-OF-WAY ENCROACHMENT PERMIT

Application Date:

\_\_\_\_/\_\_\_\_/\_\_\_\_

Type of Encroachment: ☐ Street ☐ Sidewalk ☐ Other: \_\_\_\_\_

Location of Obstruction: \_\_\_\_\_

Brief Description of Work: \_\_\_\_\_

Date & Time Activity to Commence: \_\_\_\_\_ Date & Time Activity to be Completed: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

### Applicant Must Comply With All Conditions Below:

- The above applicant will be responsible for notifying the City of Covington Police Department (859-292-2222) and the City of Covington Fire Department (859-431-0462) a minimum of one (1) hour before starting activity.
- The above applicant will provide signage at each end of street/sidewalk or property with detour arrows to alert vehicles/pedestrians of activity in progress. Traffic control (vehicular and pedestrian) shall be in accordance with the City of Covington "Temporary Traffic Control Requirements."
- Use extreme caution at any overhead utility lines.
- The above applicant will make effort to complete work as quickly as possible to reduce the obstruction time.

### Conditions Pertaining to Construction:

- The above applicant will stand ready at all times to move all equipment out of the street to facilitate emergency vehicle access.
- Under no circumstances shall equipment be left unattended and the public be allowed to walk under ladders or scaffolding unless specifically designed in accordance with OSHA standards and approved. The area must be roped off for pedestrian traffic which must be directed to the other side of the road unless four (4) or more feet of sidewalk width remains unobstructed. This can be done with cones, barricades, and/or flagging tape.
- The above applicant will be sensitive to the residents, businesses, and patrons adjacent to the area and will keep all outside noise to a minimum.

Special Conditions: \_\_\_\_\_

- **All encroachment and restoration activities shall be in accordance with the attached City of Covington Ordinance §96.05.**
- **\$75 Fee. Includes administrative review, site inspection and follow-up inspection. Any other inspections are an additional \$25 each.**
- **Include sketch of work area and affected streets, sidewalks, buildings, etc.**

The undersigned permit applicant shall indemnify and hold harmless the City of Covington and its agents for any and all injuries or losses resulting from the proposed activity related to this temporary encroachment permit. Approval does not relieve Contractor from obligations and responsibilities to protect traffic and personnel. Other permits may be necessary and it is Contractor's responsibility to obtain any and all necessary permits related to the activity. The Applicant agrees to comply with all conditions listed.

\_\_\_\_\_  
APPLICANT OR AUTHORIZED AGENT SIGNATURE & TITLE

\_\_\_\_\_  
DATE



RETURN COMPLETED FORM TO:  
DEPARTMENT OF COMMUNITY SERVICES  
20 W. PIKE STREET, SECOND FLOOR  
COVINGTON, KENTUCKY 41011  
PH: 859-292-2323 FAX: 859-292-2106